

State of Colorado



Bill Owens
Governor

Troy A. Eid
Executive Director

Paul Farley
Deputy Executive Director

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State Controller

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Department of Personnel
& Administration

Division of Finance & Procurement
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September 19, 2003

Nancy McCallin, Director
Office of State Planning and Budgeting
200 E Colfax, Room 111
Denver, CO 80203

John Ziegler, Director
Joint Budget Committee
200 E 14th Avenue, 3rd Floor
Denver, CO 80203

Dear Ms. McCallin and Mr. Ziegler:

In accordance with CRS 24-30-207(3), attached is the report of uncommitted reserves as of June 30, 2003. This report shows the excess uncommitted reserve for every cash fund that has an uncommitted reserve greater or equal to \$50,000. The excess uncommitted reserves at fiscal year end totaled \$8.2 million. This is a decrease from the previous year by approximately \$750,000. This report is currently being reviewed by the Office of the State Auditor and is subject to revision based on their findings.

If you have any questions regarding the information in this report please contact Karoline Clark at 303-866-3811.

Sincerely,

Arthur L. Barnhart
State Controller

Attachment

**CASH FUNDS UNCOMMITTED RESERVES REPORT
FOR THE FISCAL YEAR ENDED JUNE 30, 2003**

Department/Agency			Fund	Fund Balance (Note 4)	Exempt Assets (Note 5)	Previously Appropriated Fund Balance (Note 6)	Fee Revenues (Note 7)	Total Revenue	Total Expense	Non-Fee Fund Balance (Note 8)	Uncommitted Reserves (Note 9)	Target/ Alternative Reserve (Note 10)	Excess Uncommitted Reserve (Note 11)
Department of Education													
DAA	DEPARTMENT OF EDUCATION	293	EDUCATOR LICENSURE CASH FUND	234,693	0	0	1,914,411	1,914,411	2,153,347	0	234,693	355,302	0
Total, Department of Education				234,693	0	0	1,914,411	1,914,411	2,153,347	0	234,693	355,302	0
Governor's Office													
EDA	OFFICE OF ECONOMIC DEVELOPMENT	13P	TRAVEL AND TOURISM ADDITIONAL	8,526,630	0	8,718,278	1,815,389	10,930,631	2,554,877	(159,819)	(31,829)	421,555	0
Total, Governor's Office				8,526,630	0	8,718,278	1,815,389	10,930,631	2,554,877	(159,819)	(31,829)	421,555	0
Department of Higher Education													
GCA	STATE HISTORICAL SOCIETY	509	ENTERPRISE SERVICES	289,890	170,064	0	931,440	1,142,197	1,196,183	22,110	97,716	197,370	0
GF1	UNIV OF COLORADO SYSTEM	32X	NON-ENTERPRISE DESIGNATED AUX	59,213,792	4,886,531	0	24,849,204	121,085,594	118,706,046	43,178,212	11,149,049	19,586,498	0
GG1	COLO STATE UNIVERSITY SYSTEM	31X	CURRENT FUNDS UNRESTRICTED	2,260,414	1,428,167	0	119,193,944	320,868,313	317,913,869	523,090	309,157	52,455,788	0
GG1	COLO STATE UNIVERSITY SYSTEM	32X	NON-ENTERPRISE DESIGNATED AUX	20,714,843	3,674,733	0	21,871,091	99,264,985	92,420,789	13,285,656	3,754,454	15,249,430	0
GH1	STATE COLLEGES SYSTEM	32X	NON-ENTERPRISE DESIGNATED AUX	447,784	20,656	0	2,152,431	3,952,845	3,859,780	194,545	232,583	636,864	0
GJ1	COMMUNITY COLLEGES SYSTEM	31X	CURRENT FUNDS UNRESTRICTED	12,955,456	3,504,961	0	69,523,997	283,080,668	287,786,083	7,129,474	2,321,021	47,484,704	0
GJ1	COMMUNITY COLLEGES SYSTEM	32X	NON-ENTERPRISE DESIGNATED AUX	2,092,646	0	0	467,163	14,247,353	12,749,346	2,024,029	68,617	2,103,642	0
GKA	UNIVERSITY OF NORTHERN COLO	31X	CURRENT FUNDS UNRESTRICTED	5,323,221	227,439	0	30,171,257	82,066,105	83,847,376	3,222,339	1,873,443	13,834,817	0
GKA	UNIVERSITY OF NORTHERN COLO	32X	NON-ENTERPRISE DESIGNATED AUX	2,392,874	252,738	0	1,416,514	10,572,659	11,146,912	1,853,403	286,733	1,839,240	0
GLA	COLORADO SCHOOL OF MINES	32X	NON-ENTERPRISE DESIGNATED AUX	293,574	0	0	752,663	1,907,273	1,846,468	177,722	115,852	304,667	0
GPA	PRIVATE OCCUPATIONAL SCHOOL DV	222	PRIVATE OCCUPATIONAL SCHOOLS	82,309	728	0	628,758	628,758	624,503	0	81,581	103,043	0
GSA	FORT LEWIS COLLEGE	31X	CURRENT FUNDS UNRESTRICTED	1,989,003	23,421	0	10,976,676	38,803,163	38,824,813	1,409,556	556,026	6,406,094	0
GSA	FORT LEWIS COLLEGE	32X	NON-ENTERPRISE DESIGNATED AUX	1,819,117	133,864	0	1,487,463	4,923,679	4,215,162	1,176,131	509,122	695,502	0
GTA	METROPOLITAN STATE COLLEGE	31X	CURRENT FUNDS UNRESTRICTED	1,333,401	11,468	0	27,426,745	76,945,065	76,446,763	850,736	471,197	12,613,716	0
GTA	METROPOLITAN STATE COLLEGE	32X	NON-ENTERPRISE DESIGNATED AUX	550,652	5,840	0	3,369,864	4,741,489	4,829,891	157,604	387,208	796,932	0
Total, Department of Higher Education				111,758,976	14,340,610	0	315,219,210	1,064,230,146	1,056,413,984	75,204,607	22,213,759	174,308,307	0
Department of Human Services													
IHA	DEPARTMENT OF HUMAN SERVICES	12T	CHILD CARE LICENSING CASH FUND	141,130	0	0	532,566	539,489	504,134	1,811	139,319	83,182	56,137
IHA	DEPARTMENT OF HUMAN SERVICES	195	CHILD ABUSE REGISTRY	118,814	489	0	347,858	349,595	331,870	588	117,737	54,759	62,978
IHA	DEPARTMENT OF HUMAN SERVICES	504	BUSINESS ENTERPRISE PROGRAM	768,208	460,911	0	402,050	1,300,749	1,247,095	212,314	94,983	205,771	0
IHA	DEPARTMENT OF HUMAN SERVICES	517	BUILDINGS AND GROUNDS RENTALS	461,644	116,418	0	181,772	821,900	560,112	268,876	76,350	92,418	0
I\$\$	COLO. MENT HEALTH INST PUEBLO	516	WORK THERAPY	129,511	7,998	0	315,671	332,148	342,482	6,028	115,485	56,510	58,975
ILA	TRINIDAD STATE NURSING HOME	505	STATE NURSING HOMES	1,948,521	1,190,704	0	6,476,353	6,495,294	6,558,949	2,210	755,607	1,082,227	0
ILC	VET NURSING HOME AT FLORENCE	505	STATE NURSING HOMES	2,279,857	1,707,631	0	3,858,698	5,762,148	5,772,421	189,027	383,199	952,449	0
Total, Department of Human Services				5,847,685	3,484,151	0	12,114,968	15,601,323	15,317,063	680,854	1,682,680	2,527,316	178,090
Department of Labor and Employment													
KAA	DEPT OF LABOR AND EMPLOYMENT	136	DISPLACED HOMEMAKERS	145,000	0	0	86,339	86,339	86,339	0	145,000	145,000	0
KAA	DEPT OF LABOR AND EMPLOYMENT	137	BOILER INSPECTION	761,105	0	0	1,704,407	1,720,791	1,063,346	7,247	753,858	876,900	0
KAA	DEPT OF LABOR AND EMPLOYMENT	141	PUBLIC SAFETY INSPECTION	180,975	0	0	206,872	206,872	220,142	0	180,975	36,323	144,652
Total, Department of Labor and Employment				1,087,080	0	0	1,997,618	2,014,002	1,369,827	7,247	1,079,833	1,058,223	144,652
Department of Law													
LAA	DEPARTMENT OF LAW	150	COLLECTION AGENCY BOARD	92,504	0	0	78,694	117,683	337,937	30,647	61,857	55,760	6,097
LAA	DEPARTMENT OF LAW	151	UNIFORM CONSUMER CREDIT CODE	360,024	40	0	173,817	212,501	894,645	65,532	294,452	147,616	146,836
Total, Department of Law				452,528	40	0	252,511	330,184	1,232,582	96,179	356,309	203,376	152,933
Department of Local Affairs													
NAA	DEPARTMENT OF LOCAL AFFAIRS	11E	MOFFAT TUNNEL CASH FUND	60,000	0	0	23,542	26,920	26,920	7,529	52,471	60,000	0
NAA	DEPARTMENT OF LOCAL AFFAIRS	289	WASTE TIRE RECYCLING FUND	182,523	0	190,755	2,184,082	2,262,568	3,501,520	(286)	(7,946)	577,751	0
Total, Department of Local Affairs				242,523	0	190,755	2,207,624	2,289,488	3,528,440	7,243	44,525	637,751	0
Department of Natural Resources													
PEA	DIVISION OF WATER RESOURCES	167	GROUND WATER MANAGEMENT	299,772	0	0	1,332,147	1,338,171	1,124,247	1,349	298,423	185,501	112,922
PHA	OIL AND GAS CONSERVATION COMM	170	OIL & GAS CONSERVATION FUND	1,234,686	1,350	1,097,312	3,377,535	5,067,882	3,470,725	45,370	90,654	137,374	0
PIA	COLORADO GEOLOGICAL SURVEY	171	GEOLOGICAL SURVEY CASH FUND	958,921	2,286	0	4,193,516	4,193,516	4,193,635	856,689	99,946	691,950	0
PJA	PARKS AND OUTDOOR RECREATION	172	PARKS CASH FUND	776,256	5,216	0	13,453,597	15,588,919	15,285,817	105,615	665,425	2,522,160	0
PJA	PARKS AND OUTDOOR RECREATION	210	OFF HIGHWAY VEHICLES	1,803,493	0	1,762,325	1,445,595	1,516,060	1,030,939	1,913	39,255	170,105	0
PKA	MINED LAND RECLAMATION DIV	256	MINED LAND RECLAMATION FUND	514,989	4,400	0	980,221	2,237,455	2,203,737	286,902	223,687	363,617	0
Total, Department of Natural Resources				5,588,117	13,252	2,859,637	21,027,220	29,942,003	27,309,100	1,297,838	1,417,390	4,070,707	112,922
Department of Personnel													
ACA	DIV OF FINANCE AND PROCUREMENT	281	SUPPLIER DATABASE CASH FUND	54,598	2,538	0	226,226	226,226	548,546	0	52,060	90,510	0
AGB	CAPITOL PARKING	519	CAPITOL PARKING FUND	305,724	0	0	480,029	626,143	300,334	71,342	234,382	49,555	184,827
AQF	RISK MANAGEMENT SERVICES	11P	PROPERTY FUND	966,646	0	0	796,116	2,814,484	6,073,626	693,217	273,429	1,002,148	0
Total, Department of Personnel				1,326,968	2,538	0	1,502,371	3,666,853	6,922,506	764,559	559,871	1,142,213	184,827

**CASH FUNDS UNCOMMITTED RESERVES REPORT
FOR THE FISCAL YEAR ENDED JUNE 30, 2003**

Department/Agency		Fund	Fund Balance (Note 4)	Exempt Assets (Note 5)	Previously Appropriated Fund Balance (Note 6)	Fee Revenues (Note 7)	Total Revenue	Total Expense	Non-Fee Fund Balance (Note 8)	Uncommitted Reserves (Note 9)	Target/ Alternative Reserve (Note 10)	Excess Uncommitted Reserve (Note 11)	
Department of Public Health and Environment													
FAA	DEPT OF PUB HLTH & ENVIRONMENT	119	STATIONARY SOURCES		0	0	7,343,834	7,360,330	6,242,370	2,708	1,205,588	1,029,991	175,597
FAA	DEPT OF PUB HLTH & ENVIRONMENT	120	WATER QUALITY		0	0	2,431,091	2,577,104	2,441,595	13,899	231,414	402,863	0
FAA	DEPT OF PUB HLTH & ENVIRONMENT	121	NEWBORN GENETICS		0	0	3,319,995	3,319,995	3,267,219	0	403,797	539,091	0
FAA	DEPT OF PUB HLTH & ENVIRONMENT	123	RADIATION CONTROL		0	0	1,714,937	1,716,194	1,822,868	87	118,233	300,773	0
FAA	DEPT OF PUB HLTH & ENVIRONMENT	124	VITAL RECORDS		0	0	1,986,551	2,023,380	2,709,459	2,694	145,306	447,061	0
FAA	DEPT OF PUB HLTH & ENVIRONMENT	128	SLUDGE MGMT		0	0	263,883	267,907	196,997	2,454	160,894	32,505	128,389
FAA	DEPT OF PUB HLTH & ENVIRONMENT	275	OZONE PROTECTION FUND		0	0	200,010	202,943	202,069	989	67,441	33,341	34,100
FEA	HEALTH-HAZARDOUS MATERIALS	117	SOLID WASTE MGMT RESERVE		0	0	1,400,518	1,400,518	1,378,619	0	225,073	227,472	0
FEA	HEALTH-HAZARDOUS MATERIALS	126	HAZ WASTE FEES		0	0	1,545,338	1,545,338	1,535,472	0	192,092	253,353	0
FEA	HEALTH-HAZARDOUS MATERIALS	14X	HAZARDOUS SUBSTANCE SETTLEMENT		0	0	13,765	1,255,613	379,149	12,593,270	139,587	62,560	77,027
FFA	HEALTH - CONSUMER PROTECTION	266	FOOD PROTECTION CASH FUND		0	0	455,988	468,482	455,988	3,018	110,146	75,238	34,908
FLA	HEALTH-PREVENTION	409	EMERGENCY MEDICAL SERVICES		0	0	4,406,823	4,474,591	4,737,492	7,826	508,901	781,686	0
FMA	HEALTH-HEALTH FACILITIES	224	MEDICATION ADMINISTRATION FUND		0	0	168,925	168,925	168,926	0	73,121	27,873	45,248
FMA	HEALTH-HEALTH FACILITIES	246	ASSISTED LIVING RESIDENCE FUND		0	0	593,644	593,644	275,080	0	352,668	45,388	307,280
Total, Department of Public Health and Environment			16,561,206	0	0	25,845,302	27,374,964	25,813,303	12,626,945	3,934,261	4,259,195	802,549	
Department of Public Safety													
RAA	DEPARTMENT OF PUBLIC SAFETY	12C	FIRE SUPPRESSION CASH		0	0	46,343	49,067	33,645	3,366	57,261	5,551	51,710
RAA	DEPARTMENT OF PUBLIC SAFETY	203	FIREFIGHTER/FIRST RESPONDER		0	0	85,091	86,811	73,565	1,175	58,127	12,138	45,989
Total, Department of Public Safety			119,929	0	0	131,434	135,878	107,210	4,541	115,388	17,689	97,699	
Department of Regulatory Agencies													
S\$\$	REGULATORY AGENCIES	189	DIV OF REGISTRATIONS CASH FUND		8,925	0	16,748,679	19,540,812	19,042,718	499,484	2,996,164	3,142,048	0
SCA	DIVISION OF BANKING	244	PUBLIC DEPOSIT ADMINISTRATION		1,500	0	3,287,819	3,346,857	3,392,650	8,473	471,879	559,787	0
SGA	PUBLIC UTILITIES COMMISSION	184	FIXED UTILITIES		8,500	0	9,290,852	9,834,597	9,232,260	46,910	801,544	1,523,323	0
SGA	PUBLIC UTILITIES COMMISSION	186	NUCLEAR MATERIALS TRANSPORT		0	0	144,300	144,300	215,582	0	60,925	35,571	25,354
SGA	PUBLIC UTILITIES COMMISSION	196	DISABLED TELEPHONE USERS FUND		0	0	3,521,064	3,616,493	4,648,521	34,172	1,260,864	767,006	493,858
SGA	PUBLIC UTILITIES COMMISSION	251	LOW INCOME TELEPHONE ASSIST		0	0	326,975	326,975	190,124	0	176,227	250,000	0
SIA	DIVISION OF REAL ESTATE	212	REAL ESTATE CASH FUND		675	0	3,572,073	3,577,323	3,737,370	631	429,017	616,666	0
SLA	DIVISION OF SECURITIES	213	DIV OF SECURITIES CASH FUND		0	0	2,611,835	2,611,927	2,666,524	7	193,775	439,976	0
Total, Department of Regulatory Agencies			6,999,672	19,600	0	39,503,597	42,999,284	43,125,749	589,677	6,390,395	7,334,377	519,212	
Department of Revenue													
TAA	REVENUE - ADMINISTRATION	191	TRADE NAME FUND BALANCE		0	0	528,660	542,123	668,452	3,912	153,625	110,295	43,330
TAA	REVENUE - ADMINISTRATION	236	LIQUOR LAW ENFORCEMENT		1,165	0	1,936,340	1,936,340	1,927,278	0	199,857	318,001	0
TAA	REVENUE - ADMINISTRATION	404	DISTRIBUTIVE DATA PROCESSING		73,616	2,305,186	11,454,966	11,677,963	10,813,602	54,252	2,786,833	1,784,244	1,002,589
Total, Department of Revenue			5,578,446	74,781	2,305,186	13,919,966	14,156,426	13,409,332	58,164	3,140,315	2,212,540	1,045,919	
Department of State													
VAA	DEPARTMENT OF STATE	13F	CENTRAL INFORMATION SYSTEM		0	0	1,038,526	1,038,526	1,688,614	0	171,649	278,621	0
VAA	DEPARTMENT OF STATE	200	SECRETARY OF STATE FEES		0	0	12,942,236	14,038,830	11,459,124	563,348	6,648,751	1,890,755	4,757,996
VAA	DEPARTMENT OF STATE	20N	NOTARY ADMINISTRATION CASH FD		0	0	275,303	275,303	335,760	0	255,525	55,400	200,125
Total, Department of State			7,639,273	0	0	14,256,065	15,352,659	13,483,498	563,348	7,075,925	2,224,776	4,958,121	
Department of Treasury													
WBA	TREASURY - OPERATING	406	AIR ACCOUNT		0	0	6,952,338	7,125,126	6,333,535	25,642	1,031,744	1,045,033	0
Total, Department of Treasury			1,057,386	0	0	6,952,338	7,125,126	6,333,535	25,642	1,031,744	1,045,033	0	
Grand Total			173,021,112	17,934,972	14,073,856	458,660,024	1,238,063,378	1,219,074,353	91,767,025	49,245,259	201,818,360	8,196,924	

NOTES TO CASH FUNDS UNCOMMITTED RESERVES REPORT

NOTE 1. PURPOSE

Section 24-30-207, Colorado Revised Statutes, requires the State Controller to prepare a report showing the amount of uncommitted reserves credited to each of the State of Colorado's cash funds. This report is prepared in accordance with the statutory definitions and may not agree to financial reports prepared on a GAAP basis. The report must be audited by the State Auditor. The report is to be delivered to the Office of State Planning and Budgeting and to the Joint Budget Committee on or before September 20 of each year.

NOTE 2. CASH FUND DEFINED

Section 24-75-402 (2) (b), Colorado Revised Statutes, defines "cash fund" to mean any fund, other than the state general fund and any federal fund, established by law for a specific program or purpose.

The balances of each fund are generally reported at the fund and agency level except that certain higher education funds have been combined to more accurately reflect the activity in those funds.

NOTE 3. CASH FUNDS EXCLUDED

The following cash funds are specifically excluded from the cash reserves report:

- Any cash fund for which revenue is derived solely from fees, the amounts of which are established by the federal government;
- Any cash fund for which revenue is derived solely from fees set by the Colorado Supreme Court in the exercise of its exclusive authority to regulate the practice of law;
- Any cash fund for which revenue is derived solely from fees set by an enterprise, as defined in Section 24-77-102 (3), Colorado Revised Statutes, or a special purpose authority;
- Any cash fund that is established for capital construction;
- Any cash fund for which the reserve amounts are based on actuarial requirements;
- Any trust funds;
- Any cash fund with uncommitted reserves of less than \$50,000;
- The Petroleum Storage Tank Fund;
- The Hazardous Substance Response Fund;
- The Land and Water Management Fund;
- The Brand Inspection Fund;
- The Colorado State Fair Authority Cash

Fund;

- The Highway Users' Tax Fund;
- The State Highway Fund;
- The Workmens' Compensation Cash Fund;
- The Workmens' Compensation Cost Containment Fund;
- The Auto Dealers License Fund;
- The State Commission on Judicial Performance Cash Fund;
- The Motorcycle License Fund; and
- Any cash fund used to fund a single program if the program has been in existence less than two full fiscal years.

NOTE 4. FUND BALANCE

Fund balance is the net of total assets and total liabilities in each fund as of June 30, 2003.

NOTE 5. EXEMPT ASSETS

Exempt assets are any long-term assets or non-monetary current assets held by the fund at June 30, 2003. "Non-monetary" current assets are those that either cannot be converted to cash or are held with the intent of being used rather than converted to cash, including but not limited to consumable inventory and prepaid expenses.

NOTE 6. PREVIOUSLY APPROPRIATED FUND BALANCE

Previously appropriated fund balance is that portion of fund balance that has been appropriated for capital construction or other multi-year purposes.

NOTE 7. FEE REVENUE

Fee revenue means any moneys collected by an entity, except that fee revenue does not include:

- Any moneys collected from sources excluded from state fiscal year spending, as defined in Section 24-77-102 (17), Colorado Revised Statutes;
- Any moneys received through the imposition of penalties or fines or surcharges imposed on any person convicted of a crime;
- Any moneys received through the imposition of taxes;
- Any moneys received from charges or assessments, the amount of which are not determined by the entity;
- Any moneys received from gifts or donations;
- Any moneys received from local government grants or contracts;
- Any moneys received through direct transfers from another entity, enterprise, or a special purpose authority; or
- Any moneys received as interest or other investment income.

NOTE 8. NON-FEE FUND BALANCE

NOTES TO CASH FUNDS UNCOMMITTED RESERVES REPORT

Non-fee fund balance is calculated by subtracting any exempt assets and previously appropriated fund balance from total fund balance and multiplying the result times the ratio of non-fee revenue to total revenue.

NOTE 9. UNCOMMITTED RESERVE

Uncommitted reserve is calculated by subtracting any exempt assets and previously appropriated fund balance from total fund balance and multiplying the result by the ratio of fee revenue to total revenue.

NOTE 10. TARGET/ALTERNATIVE RESERVE

Target reserve is defined as 16.5 percent of Fiscal Year 2002-03 expenditures. In some cases an alternative reserve is used when there is a reserve limit established by statute.

NOTE 11. EXCESS UNCOMMITTED RESERVE

Excess uncommitted reserve is the amount by which the uncommitted reserve exceeds the target/alternative reserve.